

	JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES	REFERENCES: 505 KAR 1:140 3-JDF-3A-15
CHAPTER: Detention Services		AUTHORITY: KRS 15A.065
SUBJECT: Transportation of Youth		
POLICY NUMBER: DJJ 711		
TOTAL PAGES: 2		
DATE ISSUED: July 15, 2005		EFFECTIVE DATE: 02/03/06
APPROVAL: Bridget Skaggs Brown		, COMMISSIONER

I. POLICY

In accordance with KRS 605.080, following a court proceeding and pursuant to the order of the court, the sheriff, jailer or designee or other contracted agency shall provide transportation of youth between the courts and detention. The Department is responsible for transporting or making arrangements for transportation of committed youth from detention to a DJJ placement, between DJJ treatment programs and facilities, and home upon discharge. All travel arrangements for youth that are under the supervision of the Department shall be commensurate with the security level required to ensure both youth and public safety.

II. APPLICABILITY

This policy shall apply to all state-operated detention centers.

III. DEFINITION

- A. "Dangerous Instrument" – see KRS 500.080(3).
- B. "Deadly Weapon" – see KRS 500.080(4).

IV. PROCEDURES

- A. Detention center staff shall be responsible for providing, securing or assisting in the transportation of youth who are residing in the detention center and require medical, dental, mental health or other specialized services beyond the capability of the facility.
- B. The Superintendent or designee shall be responsible to see that all pertinent paperwork and information is available to the service provider or receiving facility before the trip is completed.

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- C. Youth being transported from detention centers to a youth development center shall be transported in mechanical restraints, unless the Director of the Division of Placement Services approves an exception. Youth being transported **to** an Alternative to Secure Detention placement shall not require the use of mechanical restraints.
- D. Standard restraints, such as metal handcuffs, waist chains and leg irons, shall be used as authorized by the Superintendent, Transportation Branch Manager, or designees to transport youth who demonstrate high risk factors at or about the time of the transport or have a history of violence, AWOL incidents, or other related crimes.
- E. Mechanical restraints shall be used in accordance with DJJPP 713.
- F. Every effort shall be made to use vehicles with security screens when transporting youth. Personal vehicles shall not be used in the transporting of youth by facility staff except as authorized by the Superintendent.
- G. DJJ staff transporting youth shall observe the same gender requirements of KRS 605.080.
- H. Staff transporting youth shall not carry or use a firearm, deadly weapon or dangerous instrument.
- I. Juvenile Service Staff shall be responsible for providing, securing or assisting in the transportation of committed youth released from detention to community placement. Except when the parent or guardian provides the transportation, the Department shall be responsible for the cost incurred.

V. MONITORING MECHANISM

Monitoring of transportation shall be done by the Superintendent or designee, the Facilities Regional Administrator and the Division of Placement Services.